



Dr. Mary Ann Tricarico
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Monika Wilkinson, Chair
Margaret Connolly
Tracy Driscoll
Sarah Santos

DPL TRUSTEES MEETING MINUTES	
DECEMBER 1, 2015, ENDICOTT LIBRARY, 8:45AM	
MEETING CALLED BY	DPL Trustees
TYPE OF MEETING	Discussion Meeting
CHAIRMAN	Monika Wilkinson
SECRETARY	Sarah Santos
ATTENDEES	Tracy Driscoll, Margaret Connolly, Sarah Santos, Monika Wilkinson
PUBLIC ATTENDEES	Rosemarie Shrewsbury, Mary Ann Sliwa, Hannah Heald

The December 1, 2015 meeting of the Dedham Library Board of Trustees was called to order at 8:55am by Chair, Monika Wilkinson.

1. Public Input:

No Public Input.

2. Discussion

The Library Board of Trustees sent a survey to the staff and received 12 anonymous responses. The survey asked for ten attributes and qualities that in their opinion are most valued in a Library Director. After review of the responses, discussion for Ms. Driscoll and Ms. Wilkinson to begin writing a draft job description in Google Docs will begin. The Trustees will later discuss the range of salary and how it will affect the fiscal budget.

3. New/Old Business

Mary Ann Sliwa and Kathryn Maguire have submitted applications for the open Library Trustee seat. Marcia Withiam-Wilson withdrew her application.

The Trustees will attend the Selectmen meeting on Thursday, December 3, 2015 and interview the applicants. The Trustees agree to ask about time commitment, qualifications, involved in community and running for re-election.

4. Action Item Review:

Action Item	Person	Date Due
RFQ; space planning; discussion library of future	Dr. Tricarico	On-going updates
Sponsor-a-Spot Civic Pride	Ms. Santos	Spring
Policy Review	Ms. Driscoll will provide info to date; all Trustees	January
Parking Lot & Street Take Pictures of Signs	Ms. Connolly	December
Develop a survey and then plan focus groups regarding library hours	Trustees & Consultant	November/December implementation January
Develop new material for Fincom Re: staffing needs	Ms. Driscoll & Ms. Wilkinson	December Implementation January/February

Ms. Driscoll made a motion to adjourn the meeting. Ms. Wilkinson seconded. The meeting was adjourned at 10:03am. Next meeting date is December 9, 2015 at 7pm at the Endicott Library.

Respectfully submitted,

Sarah Santos